

Juneau County
Building Committee Meeting
July 12, 2023
Second Floor Maintenance Office

1. CALL TO ORDER

Meeting called to order by Lynn Willard, at 8:30 am.

2. ROLL CALL

2 Present; Lynn Willard, Chairman, Mike Keichinger, second chair. 1 Absent; Ray Zipperer

3. WAS THIS MEETING POSTED AS MANDATED BY LAW

Yes

4. MEETING AGENDA

Motion by Lynn Willard, second by Mike Keichinger to approve the Meeting Agenda as printed.
Motion carried.

5. PREVIOUS MINUTES

Motion by Mike Keichinger, second by Lynn Willard to approve the minutes of the previous Meeting. Motion carried.

6. VOUCHERS

Motion made to approve vouchers by Mike Keichinger, second by Lynn Willard, motion carried.

7. FOLLOW-UP MAINTENANCE ITEMS

SERVICES PARKING /ADA SPOT

NTR. Waiting on Cement contractor.

JUSTICE CENTER RE-NAME SIGNAGE

Lettering over the door was taken to the finance meeting and approved. Contacted supplier to start this process.

SERVICES BUILDING ART WORK ON WALLS

July 22, 2019 minutes from the new Building committee were sent to the Department Heads in the Services building.

SERVICES DIGITAL SIGN

After discussion, tabled.

SERVICES RECLINER

After discussion, motion to deny recliner was made by Lynn Willard, second by Mike Keichinger, motion carried.

8. ADRC FOB ACCESS TO DHS/HEALTH ENTRANCE AND SECURE HALL

After discussion Al will send a request for door 152A access during business hours to HR.

9. FOB ACCESS TO SERVICES BUILDING DHS/HEALTH

Al will send a request for 24/7 access for Mary in the Health department and Economic Support in DHS to HR. Request for Jeremy was denied. Request for WIC clinic until 6pm will be put into the door lock schedule. Al to get department access reports and send them to the department heads for review of

the access currently given and request changes if necessary. Al will send request to schedule the DHS/Health main entrance doors be scheduled to remain open until 6:00pm on Tuesdays and Thursdays for the WIC clinic.

10. SERVICES BUILDING NARCAN KIT AND STOP THE BLEED KIT

Health to look at purchasing three bleed kits and Narcan kits. Jean to work with Al. Will look at mounting locations for bleed kits and if narcan kit will fit in AED box or if Health can get a box kit to mount to the AED box.

11. DOOR/BUILDING SIGNAGE 1ST AMENDMENT AUDITORS

Al to check with County Mutual and verify verbiage for sign.

12. AC COUNTY CLERK

Al to get quotes on wall units. Motion by Lynn Willard, second by Mike Keichinger to approve requesting quotes. Motion Carried. County Clerk to submit 2024 Maintenance request.

13. SPLIT DOOR IN VETERANS OFFICE

After discussion Colin to work with Al to accomplish this. Motion by Mike Keichinger, second by Lynn Willard to approve the split door. Motion Carried.

14. CLERK OF COURTS HANG BROCHURE RACK AND WORKSTATIONS

Alicia to get with Maryjo and see if surplus stand up brochure rack will work. Al will bring desk up to Clerk of Courts. Alicia to come up with a plan on work stations.

15. BUILDING KEY(S) POLICY AND ADDITION TO PERSONNEL MANUAL

Al to work with HR to combine ID badge, fob and keys into one policy.

16. AMBULANCE CONCERNS

Local ambulance responders have a concern that the current stretchers will not fit in the lift or elevator in the old Courthouse. Al to see if Mauston has an old stretcher.

17. MAINTENANCE REPORT

Motion by Lynn Willard, second by Mike Keichinger to approve the Maintenance report. Motion Carried

18. POTENTIAL ITEMS FOR NEXT MEETING

Wil-Kil bed bugs

19. SET NEXT MEETING DATE

The next meeting was set for **Wednesday, August 9, 2023 at 8:30 am in the 2nd floor Maintenance office.**

20. ADJOURN

Motion by Lynn Willard, second by Mike Keichinger to adjourn. Motion carried. Meeting adjourned at 10:55am

Respectively submitted,
Al Manna